

Morgan County Board of Education
AGREEMENT TO RECEIVE COMPENSATORY TIME OFF

Pursuant to the Fair Labor Standards Act (FLSA) Morgan County Board of Education Policy GDKA grants compensatory time off to non-exempt employees in lieu of overtime pay for time worked in excess of 40 hours in any workweek.

I understand that I will earn compensatory time at a rate of one and one-half (1.5) hours for each hour in excess of 40 hours in any workweek. I further understand that I may not earn more than 120 hours of compensatory time (80 hours of actual overtime work), that I must take the time earned within 60 work days after it is earned, and that I must take the time before using any vacation, personal leave, or leave without cause days. I also understand that if I am unable to use all compensatory time earned during the allotted time due to the work requirements, that I will receive compensation for the unused compensatory time at my current regular hourly rate of pay.

I hereby knowingly agree and consent to the use of compensatory time in lieu of overtime pay for any time worked in excess of 40 hours in any workweek.

Employee Signature

Date

Supervisor Signature

Date

Copy: Employee
Supervisor
Treasurer